

ADMINISTRATIVE - INTERNAL USE ONLY

DD/A Registry
File *Accounting*

DD/A 76-2736

3 June 76

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training
Director of Joint Computer Support

FROM : John F. Blake
Deputy Director for Administration

SUBJECT : Fighting Inflation and Reducing Daily
Operating Costs

REFERENCES : (A) Memorandum dated 28 February 1975
to DD's and Heads of Independent
Offices from DCI, same subject

(B) Memorandum dated 9 December 1975
to DD/A Office Directors from DD/A,
same subject

1. The FY 1976 Year-end Report on fighting inflation and reducing daily operating costs will be due in the Director's office in August. Your report for FY 1976, including the data submitted for the January report, should be received by the DD/A Plans Staff by 23 July 1976.

2. As you did for the January report, please describe and quantify savings in the following categories:

Group I: Savings to date for the current fiscal year (final report for FY 1976).

Group II: Savings you expect to make on an annual basis in future fiscal years.

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SUBJECT: Fighting Inflation and Reducing Daily Operating Costs

Group III: One-time savings for the current (FY 1976) or future fiscal years. This group should not include current fiscal year savings to date (Group I) or annual savings (Group II).

/s/ John F. Blake

John F. Blake

Distribution:

1 - Each Addressee

① - DDA Subject

1 - DDA Chrono

1 - JFB Chrono

1 - PS Chrono

DDA/PS [redacted] (2 June 1976)

STATINTL

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3 June 76

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology
General Counsel
Legislative Counsel
Inspector General
Comptroller

FROM : John F. Blake
Deputy Director for Administration

SUBJECT : Fighting Inflation and Reducing Daily
Operating Costs

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SUBJECT: Fighting Inflation and Reducing Daily Operating
Costs

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/s/ John F. Blake

John F. Blake

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DDA/PS [redacted] (2 June 1976)

STATINTL

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED		CONFIDENTIAL	
OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	C/MAS	9/2	<i>[Signature]</i>
2	EO-DD/A		<i>[Signature]</i>
3	DD/A	3 SEP 1976	<i>[Signature]</i>
4			
5			
6			
ACTION		DIRECT REPLY	PREPARE REPLY
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
CONCURRENCE		INFORMATION	SIGNATURE
Remarks: Attached is inflation fighting and cost reduction memo to DCI for review and signature. Items within each category were selected on the basis of either their monetary significance or their exemplification of innovative practices. The items selected do not add up to the dollar totals reported in each category.			
<div style="border: 1px solid black; width: 150px; height: 40px; margin: 10px auto;"></div> <p><i>3 - See a list at 00/00 - particularly "future steps". Only direct reports 0 for the category.</i></p>			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
			9/02/76

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